CEDAR PARK

MINUTES

**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, September 13, 2016 at 6:30 PM
Cedar Park City Hall Council Chambers
450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613**

BOARD OF DIRECTORS

☐ David Burger, Place 2, President

☑ Kaden Norton, Place 1   ☑ Bob Lemon, Place 4 (V. P.)
☑ Brian Rice, Place 5   ☑ Ryan Wood, Place 6
☑ Dustin Weibel, Place 3 (Sect.)   ☐ Mel Kirkland, Place 7

MINUTES

A.1   **CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**

     Vice President Lemon called the meeting to order at 6:32 PM.

A.2   Citizen Communications
     (Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)

A.3   Board Members' Opening Comments.
     Vice President Lemon welcomed everyone and thanked them for coming.

A.4   Presentations
     No items scheduled.

**STAFF REPORTS
(DISCUSSION ONLY)**

     No Items Scheduled.

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Items C.1 and C.2. The Consent Agenda May Be Approved By A Single Motion.)

C.1   Approval Of The Minutes Of The August 9, 2016 Regular Called Meeting.

C.2   Authorization To Excuse The Absence Of David Burger From The Regular Called Meeting Of August 9, 2016.
Director Wood moved to approve the consent agenda as presented. Director Norton seconded the motion and it passed with a 5-0 vote.

PUBLIC HEARINGS

D.1   **No Items Scheduled**

REGULAR AGENDA
DISCUSSION AND POSSIBLE ACTION

E.1   Consider The 2016-2017 Community Development (Type B) Corporation Budget.
Kent Meredith, Finance Director, reviewed the proposed budget with the Board. At the last meeting, the Board, approved a proposed budget but there is a slight change that the finance department would like to review with the Board. Staff recommends the accounting and administrative fees line item be increased by $1,177 to a new total of $40,387 cover support from city departments.

Additionally, Kent explained that the contract services line item as it is currently presented includes approximately $553,000. About $10,000 of this is related to anticipated expenses at this time, with the remaining portion being available for projects or contracts that are not yet planned, but may come up during the year.

Vice President Lemon indicated that he would be interested in spending the currently allocated contract services money on projects that have been proposed by Board members.

Director Wood proposed reducing the contract services amount by $1,177 and keeping the remaining portion of the contract services amount in that line item for potential future projects or contracts, as this would result in a bottom line budget that was the same as what was presented at the last month's meeting.

Director Rice said he would be supportive of either leaving the funding in the contract services line item or moving it to fund balance at this time.

Director Wood expressed a desire to see the budget be consistent in its philosophy and pointed out that the corridor enhancement program currently has a budget allocation of $100,000 but there are no concrete project proposed yet for this item.

Director Norton pointed out that contract services is a vague line item and that it is not clear to people looking at the budget what types of projects that money would be used to fund. In an effort to be transparent and to make the budget easily understandable to the public, he would support moving all but $10,000 from contract services to fund balance and then pull from fund balance when a concrete project is identified during the year.

Secretary Weibel also said that he was supportive of reducing the contract services line item as he agreed that the line item is vague and having such a large amount of funding allocated to that line for unknown expenses would be confusing for citizens looking at the Board's budget.

Vice President Lemon stated that he would be supportive of reducing contract services to the lowest possible number to cover currently planned expenses with the rest of the funding moved to fund balance. He stated that he plans to return to the Board with project ideas to potentially use some of that fund balance.

Director Norton moved to reduce contract services line item to $10,000 with the remaining amount of $543,923 being moved to fund balance with the rest of the budget remaining as presented by staff. Director Rice seconded the motion and it passed with a 5-0 vote.

ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

F.1   Report on Council Actions Directly Related to Board Items.
None.

F.2   Board Member Closing Comments.
Director Rice said that he believes that if the Board wishes to do more projects, the Board should let staff know that we would like to see more projects come before the Board. Vice President Lemon asked if Director Rice was open to Board proposed projects, and Director Rice indicated that he is open both to staff initiated projects and to Board members coming forward with proposed projects.

Vice President Lemon asked if there will a meeting coming up related to the Board's overall philosophy. Staff indicated that a joint meeting has been scheduled with City Council for October 19th. Staff indicated that following that meeting they plan to have another meeting to discuss some financial details related to debt and fund balance.

Director Rice suggested an item be placed on the October agenda to discuss topics for the joint meeting.

Next Regular Scheduled Board Meeting **Tuesday, October 11, 2016 At 6:30 P.M.** In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

G.1   ADJOURNMENT
The meeting adjourned at 7:23 PM.

PASSED AND APPROVED THIS THE 11th DAY OF OCTOBER, 2016.

David Burger, President

ATTEST:

Dustin Weibel, Secretary

09/13/16 Regular Called Board Minutes